

**Minutes of a Regular Meeting of the Heritage Conservancy board
Of the Town of Clarkdale, Held on April 28, 2004 at 5:15 p.m.
in the Clark Memorial Library, Clarkdale, Arizona.**

A Regular meeting of the Heritage Conservancy Board of the Town of Clarkdale was held on April 28, 2004 at 5:15 p.m. in the Clark Memorial Library, 39 N. Ninth Street, Clarkdale, Arizona.

Board Members:

Chairperson Patricia Williams
Vice Chairperson George Benatz (absent)
Linda McDonough
Jerry Wombacher
Jess Valdez

Staff: Admin. Assistant/Library Manager Charlotte Hawken

Others in attendance: No one.

CALL TO ORDER - Chairperson Williams called the meeting to order at 5:17 p.m. and noted that Vice Chairperson Benatz was absent.

CONSIDERATION OF THE MINUTES - Consideration of approval of the minutes of the regular meeting held on March 24, 2004 and the special meeting held on January 31, 2004. Boardmember McDonough moved to approve the minutes, Boardmember Wombacher seconded and the motion passed unanimously.

PUBLIC COMMENT - None.

REPORTS:

CHAIRPERSON - Chairperson Williams reported that she, Linda and Dave McDonough, and Charlotte and Colin Hawken moved everything in the Heritage Conservancy offices to the library and the Reading Room on Friday, March 29th because demolition work was scheduled to begin on Monday.

She stated that she attended a meeting of the Verde Valley Historical Society. Pam Ravenwood has left the Jerome Historical Society and is working for the City of Prescott. She got ideas from touring the Sedona museum and gift shop.

She stated that she wrote a letter to the Planning Commission and Council members and the staff regarding the historic nature of the Bitter Creek Bridge in response to Verde Iron Company's proposed use of the bridge. The plan is to eventually extend Luke Road so the Company's trucks go out to Cement Plant Road and avoid the bridge.

She stated she gave Michelle of the Verde Independent the binder with old photographs and test prepared for the POP fair. Michelle chose photos to be used in the Kudos section of the paper, the first of which appeared on April 14th.

She stated the March 27th dance was the most successful so far with 157 people in attendance. The band submitted a bill for \$1000 for the two dances. There was a profit of \$460 from admissions and \$130.93 from refreshments. The last dance for 2004 will be October 23. She will be submitting a schedule for the 2005 season shortly to insure that there will be 5 dances next year, with the Old Town Players scheduling around the dance dates, as per Town Manager Mabery's directions.

She stated she wrote two short articles at Lu Stitt's request for the Verde Valley Life Styles supplement to the Journal. One article was about the dances and the other was about the Heritage Conservancy Board and the creation of the museum.

STAFF – Administrative Assistant Hawken had no report.

Vice-Chairperson Benatz – Report on wooden pallets. Absent.

Boardmember McDonough – Report on Capital Times article. No report.

GAZEBO – Report on the gazebo fund-raising project. Chairperson Williams stated there was about \$38,000 in the gazebo fund on April 15th. Town staff is planning to use any funds left after the refurbishment of the gazebo for other projects in the park. Town staff may request that the current facilities contractor, ETW, include the gazebo in their project. She stated she attended the high school reunion held at the Elk's Lodge on April 24th. She told them about the gazebo fund and the creation of the museum and requested they share their memories, stories and photographs. The lead abatement on the gazebo site has begun. She stated Mrs. Nixon, who had money that was left over from previous high school reunions, is donating \$1000 of that money toward the gazebo project.

MUSEUM – Consideration of the Scope of Work for the improvements to the museum prepared by the Board on January 31, 2004. Chairperson Williams stated that a magazine rack, one large and three small display cases donated by the Clemenceau Museum were recently stored in the museum basement. She stated she attended the weekly meeting of the facilities project architect and contractor. She was able to present a list of questions she and Boardmember McDonough had made regarding the museum building, as follows:

- 1) The two doors in the front of the building will remain as is. A handrail will be added on the outside of the west door to bring it up to code.
- 2) They will open up the existing window in the northeast room upstairs.
- 3) They will enclose the wall in the kitchen where the door to the bathroom was originally located.
- 4) They will keep a fixture, perhaps a shut-off valve that is in the bath attached to a pipe and the old bathroom door.
- 5) They will have to check an original sink that is in the basement of the Clubhouse to determine if it will meet code.
- 6) The abatement workers took off all the linoleum that was on the kitchen counter by the sink. They will replace it with a piece of plastic laminate. She stated the Board would repaint the sink and asked that everything else be left as is, since it is the original kitchen.
- 7) The metal framing on the doorway from the kitchen to the northwest room upstairs was removed during demolition because that door was marked to be filled-in on the plans. It will be reframed and there is an original door to be hung there.
- 8) The wall section on the east side of the upper floor has a door opening that John Sherman opened up that will be finished off (it will not have a door).
- 9) There may be an original larger door available that could be used for the bathroom door if it meets code. It has to be 2'10" or larger.
- 10) They will do some metal work on the vents in the main room and push them back up into the ceiling.
- 11) The Fire Marshall has stated that there must be a full wall and door next to the stairwell leading to the basement. New handrails will be installed on both sides of the stairs. The new handrail on the right side will be tied in to the old post at the bottom of the stairs.
- 12) The damage that was done during demolition to the ceiling in one of the basement rooms will be repaired.
- 13) All switch plates in the building will be white.

14) She asked the contractor to save any old maple flooring that may be removed for repairing a small section of the upstairs floor in the museum building.

The Heritage Conservancy Board should be receiving copies of the weekly construction meetings. She asked that any original ceiling fixtures and a mirror on the library basement restroom wall, with an etched flower design on it, be removed and given to Library Manager Hawken to store in the library.

Boardmember Valdez stated that he was working on the glazing on the museum windows when Building Official Hildabrandt asked him to stop and leave the area because of a test report showing asbestos in the glazing. Subsequently asbestos abatement occurred in that building. The results are unclear because 90% of the supposedly asbestos contaminated putty is still there and windows where the putty was removed were broken. He stated the entire event was confusing to him because he had stated at previous Heritage Conservancy meetings and it was in the minutes of those meetings that he would be replacing the glazing and then he was treated like a trespasser.

MUSEUM AND HERITAGE CONSERVANCY BOARD – Discussion of the separation of the Museum and the Heritage Conservancy Board. After noting that this item was perhaps mislabeled, as it has nothing to do with any particular archive, Administrative Assistant Hawken shared Town Clerk Driscoll's concerns regarding the Board sounding like it is making decisions for the Center for Clarkdale History. Her memo to the Board stated that the Board could appropriately make requests to the Center regarding events or possible donations. All of this was a reminder to the Board that they represent the town and need to make decisions and recommendations in the best interest of the town.

ARCHIVAL COMPUTER – Consideration of demonstration worksession. Boardmember Valdez stated he would like to schedule a worksession to demonstrate his digital camera, portable scanner that will scan a book without breaking the binding and software that allows one to enhance old photographs that have been scanned when he has had some practice with the equipment.

DORIS WADE – Discussion about visit with former Clarkdale teacher. Boardmember Valdez stated he had hoped to be able to report about a visit with Doris Wade, a former Clarkdale teacher, but he has been unable to locate her. He has heard that she is living in a retirement home in Tucson and he is still trying to find her, but he has had no luck so far.

MEETING DATE/TIME – Consideration of keeping, canceling, or changing the May regular meeting. The Board agreed to change the regular meeting to May 18, 2004 at 5:15 in the library.

FUTURE AGENDA ITEMS -

ADJOURNMENT – With no further business before the board, and without objection, Chairperson Williams adjourned the meeting at 6:30 p.m.

APPROVED:

Patricia F. Williams, Chairperson

SUBMITTED:

Charlotte Hawken, Admin. Assistant